

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



November 9, 1990

ALL-COUNTY LETTER NO. 90-105

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY CIVIL RIGHTS COORDINATORS

SUBJECT: CIVIL RIGHTS REGULATIONS

REFERENCE: MPP DIVISION 21-115

The increasingly difficult fiscal constraints under which many County Welfare Departments must operate may necessitate implementation of layoff procedures which, in turn, may affect the provision of bilingual services. If a reduction of staff is necessary, please be aware that MPP Division 21 (based on Title VI of the Civil Rights Act, the Dymally-Alatorre Bilingual Services Act, the Food Stamp Act and other applicable State and Federal laws) remain in effect. Any reduction in personnel which would result in bilingual staffing at a level less than that required is prohibited by Division 21 and would be in violation of State and Federal laws.

All County Welfare Departments which anticipate personnel reductions that may have an impact on the provision of bilingual services are requested to notify the DSS Civil Rights Bureau at the earliest possible date. Additionally, as soon thereafter as possible, please provide the following information:

1. Date of proposed personnel reduction.
2. Number and classification of personnel affected.
3. Number of bilingual staff affected (specify bilingual capability).
4. Number of bilingual staff remaining (specify bilingual capability).

All County Welfare Departments are also requested to notify the Civil Rights Bureau immediately upon notification of any legal intervention as a result of such proposed or actual reduction in bilingual personnel.

The Civil Rights Bureau will make every effort to assist each County Welfare Department in developing a plan to continue the provision of services in accordance with State and Federal civil rights laws.

All requested information should be forwarded to Alicia Martinez, Chief, Civil Rights Bureau, 744 P Street, M/S 15-70, Sacramento, CA 95814. If you have any questions, please call Ms. Martinez at (916) 322-4134.

A handwritten signature in black ink, appearing to read "Robert L. Garcia". The signature is fluid and cursive, with a large initial "R" and "G".

ROBERT L. GARCIA  
Deputy Director  
Administration

cc: CWDA